

PHA Plans

Streamlined Annual Version

**U.S. Department of Housing and
Urban Development**
Office of Public and Indian
Housing

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief for certain types of PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

Streamlined Annual PHA Plan

for Fiscal Year: 2004

PHA Name: Lee County Redevelopment and Housing Authority

NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue.

Streamlined Annual PHA Plan Agency Identification

PHA Name: Lee County Redevelopment and Housing Authority

PHA Number: VA 034

PHA Fiscal Year Beginning: (mm/yyyy) 01/2004

PHA Programs Administered:

☒ **Public Housing and Section 8**

Number of public housing units: 92

Number of S8 units: 532

☐ **Section 8 Only**

Number of S8 units:

☐ **Public Housing Only**

Number of public housing units:

☐ **PHA Consortia:** (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

PHA Plan Contact Information:

Name: Scott A. Napier

TDD: 276-346-3910

Phone: 276-346-3910

Email (if available): lcrha@mounet.com

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting:
(select all that apply)

☒ PHA's main administrative office ☐ PHA's development management offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plan revised policies or program changes (including attachments) are available for public review and inspection. ☒ Yes ☐ No.

If yes, select all that apply:

☒ Main administrative office of the PHA

☐ PHA development management offices

☐ Main administrative office of the local, county or State government

☐ Public library ☐ PHA website ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

☒ Main business office of the PHA ☐ PHA development management offices

☐ Other (list below)

Streamlined Annual PHA Plan

Fiscal Year 2004

[24 CFR Part 903.12(c)]

Table of Contents

[24 CFR 903.7(r)]

Provide a table of contents for the Plan, including applicable additional requirements, and a list of supporting documents available for public inspection.

A. PHA PLAN COMPONENTS

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	903.7(b)(2) Policies on Eligibility, Selection, and Admissions	
<input checked="" type="checkbox"/>	2. Capital Improvement Needs	5
	903.7(g) Statement of Capital Improvements Needed	
<input checked="" type="checkbox"/>	3. Section 8(y) Homeownership	6
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<input type="checkbox"/>	4. Project-Based Voucher Programs	7
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B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

Form HUD-50076, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Streamlined Annual Plan identifying policies or programs the PHA has revised since submission of its last Annual Plan, and including Civil Rights certifications and assurances the changed policies were presented to the Resident Advisory Board for review and comment, approved by the PHA governing board, and made available for review and inspection at the PHA's principal office;

For PHAs Applying for Formula Capital Fund Program (CFP) Grants:

Form HUD-50070, Certification for a Drug-Free Workplace;

Form HUD-50071, Certification of Payments to Influence Federal Transactions; and

Form SF-LLL & SF-LLLa, Disclosure of Lobbying Activities.

1. Site-Based Waiting Lists (Eligibility, Selection, Admissions Policies)

[24 CFR Part 903.12(c), 903.7(b)(2)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. Site-Based Waiting Lists-Previous Year

1. Has the PHA operated one or more site-based waiting lists in the previous year? If yes, complete the following table; if not skip to B. No

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

2. What is the number of site based waiting list developments to which families may apply at one time?
3. How many unit offers may an applicant turn down before being removed from the site-based waiting list?
4. ☐ Yes ☐ No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

B. Site-Based Waiting Lists – Coming Year

If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to next component.

1. How many site-based waiting lists will the PHA operate in the coming year? None
2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?
3. ☐ Yes ☐ No: May families be on more than one list simultaneously?
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- ☐ PHA main administrative office
☐ All PHA development management offices
☐ Management offices at developments with site-based waiting lists
☐ At the development to which they would like to apply
☐ Other (list below)

2. Capital Improvement Needs

[24 CFR Part 903.12 (c), 903.7 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. Capital Fund Program

1. ☒ Yes ☐ No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 7 and 8 of this template (Capital Fund Program tables). If no, skip to B.
2. ☐ Yes ☒ No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

1. ☐ Yes ☒ No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to #3; if yes, provide responses to the items on the chart located on the next page, copying and completing as many times as necessary).
2. Status of HOPE VI revitalization grant(s):

HOPE VI Revitalization Grant Status
a. Development Name:
b. Development Number:

c. Status of Grant:

- ☐ Revitalization Plan under development
☐ Revitalization Plan submitted, pending approval
☐ Revitalization Plan approved
☐ Activities pursuant to an approved Revitalization Plan underway

3. ☐ Yes ☒ No: Does the PHA expect to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name(s) below:

4. ☐ Yes ☒ No: Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:

5. ☐ Yes ☒ No: Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:

3. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program

(if applicable) [24 CFR Part 903.12(c), 903.7(k)(1)(i)]

1. ☒ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to the next component; if "yes", complete each program description below (copy and complete questions for each program identified.)

c. Program Description: Little Ten Section 8 Homeownership Program

c. Size of Program

☐ Yes ☒ No: Will the PHA limit the number of families participating in the Section 8 homeownership option?

If the answer to the question above was yes, what is the maximum number of participants this fiscal year?

c. PHA-established eligibility criteria

☐ Yes ☒ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?
If yes, list criteria:

c. What actions will the PHA undertake to implement the program this year (list)?

Outreach to potential, eligible participants; Homeownership Counseling Program

3. Capacity of the PHA to Administer a Section 8 Homeownership Program:

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- ☐ Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- ☒ Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- ☐ Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below):
- ☒ Demonstrating that it has other relevant experience (list experience below):
Five years of demonstrated success

4. Use of the Project-Based Voucher Program

Intent to Use Project-Based Assistance

☐ Yes ☒ No: Does the PHA plan to "project-base" any tenant-based Section 8 vouchers in the coming year? If the answer is "no," go to the next component. If yes, answer the following questions.

1. ☐ Yes ☐ No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply:
 - ☐ low utilization rate for vouchers due to lack of suitable rental units
 - ☐ access to neighborhoods outside of high poverty areas
 - ☐ other (describe below:)
2. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

5. PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary) only if the PHA has provided a certification listing program or policy changes from its last Annual Plan submission.

1. Consolidated Plan jurisdiction: Commonwealth of Virginia
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
 - ☒ The PHA has based its statement of needs of families on its waiting lists on the needs expressed in the Consolidated Plan/s.
 - ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
 - ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
 - ☐ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
 - ☐ Other: (list below)
3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

The Commonwealth of Virginia's Consolidated Plan has established the following priorities to address housing needs, which are also the priorities of the Lee County Redevelopment and Housing Authority:

- Maintain its supply of decent, safe, and sanitary rental housing that is affordable for low, very low, and moderate-income families.
- The modernization of LCRHA housing for occupancy by low, very low-income families.

6. Supporting Documents Available for Review for Streamlined Annual PHA Plans

PHAs are to indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;</i>	5 Year and Annual Plans
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan</i>	Streamlined Annual Plans
X	<i>Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.</i>	5 Year and standard Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Deconcentration Income Analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input checked="" type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
N/A	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
		Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
X	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program (Section Appendix of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Public Housing Community Service Policy/Programs <input checked="" type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
N/A	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
N/A	Consortium agreement(s) and for Consortium Joint PHA Plans <u>Only</u> : Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection.	Joint Annual PHA Plan for Consortia: Agency Identification and Annual Management and Operations

7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Lee County Redevelopment and Housing Authority			Grant Type and Number Capital Fund Program Grant No: VA36P034501-04 Replacement Housing Factor Grant No:		Federal FY of Grant: 2004
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	25,150			
3	1408 Management Improvements	15,570			
4	1410 Administration	12,580			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	6,000			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	66,499			
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	125,799			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Lee County Redevelopment and Housing Authority			Grant Type and Number Capital Fund Program Grant No: VA36P034501-04 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA Wide Operations	A. Housing Operations	1406	LS	25,150				
	Subtotal			25,150				
HA Wide Management Improvements	A. Staff training	1408	LS	7,785				
	B. Computer upgrades	1408	LS	7,785				
	Subtotal			15,570				
HA Wide Administration	A. Salary & benefits of staff involved with CFP	1410	LS	12,580				
	Subtotal			12,580				
HA Wide Fees & Cost	A. A/E Services	1430	LS	6,000				
	Subtotal			6,000				
VA 34-1 Chappell Garden	A. Complete construction of maintenance building	1470	LS	66,499				
	Subtotal			66,499				
	Grand Total			125,799				

7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule

PHA Name: Lee County Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program No: VA36P034501-04 Replacement Housing Factor No:					Federal FY of Grant: 2004
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA Wide	12/31/05			12/31/07			
VA 34-1	12/31/05			12/31/07			

8. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name Lee County Redevelopment and Housing Authority		Jonesville/Lee/Virginia		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/ HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: PHA FY: 2005	Work Statement for Year 3 FFY Grant: PHA FY: 2006	Work Statement for Year 4 FFY Grant: PHA FY: 2007	Work Statement for Year 5 FFY Grant: PHA FY: 2008
	Annual Statement				
HA Wide Operations		25,150	25,150	25,150	25,150
HA Wide Mgmt Improvements		15,570	15,570	15,570	15,570
HA Wide Admin		12,580	12,580	12,580	12,580
HA Wide Fees & Cost		6,000	6,000	6,000	6,000
HA Wide Non- dwelling equipment		22,000	6,025	0	22,000
VA 34-1		44,499	37,200	66,499	44,499
VA 34-7		0	9,400	0	0
VA 34-8		0	3,800	0	0
VA 34-9		0	4,474	0	0
VA 34-11		0	2,800	0	0
VA 34-12		0	2,800	0	0
CFP Funds Listed for 5-year planning		125,799	125,799	125,799	125,799
Replacement Housing Factor Funds					

8. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan Part II: Supporting Pages—Work Activities						
Activities for Year 1	Activities for Year :__2__ FFY Grant: PHA FY: 2005			Activities for Year: __3__ FFY Grant: PHA FY: 2006		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	HA Wide Operations	Housing Operations	25,150	HA Wide Operations	Housing Operations	25,150
Annual		Subtotal	25,150		Subtotal	25,150
Statement						
	HA Wide Management Improvements	A. Staff training	7,785	HA Wide Management Improvements	A. Staff training	7,785
		B. Computer upgrades	7,785		B. Computer upgrades	7,785
		Subtotal	15,570		Subtotal	15,570
	HA Wide Administration	Partial salary & benefits of staff involved in CFP	12,580	HA Wide Administration	Partial salary & benefits of staff involved in CFP	12,580
		Subtotal	12,580		Subtotal	12,580
	HA Wide Fees & Costs	A/E Services	6,000	HA Wide Fees & Costs	A/E Services	6,000
		Subtotal	6,000		Subtotal	6,000
	HA Wide Non-dwelling Equipment	Maintenance vehicle	22,000	HA Wide Non- dwelling Equipment	Maintenance tools & equipment	6,025
		Subtotal	22,000		Subtotal	6,025
	VA 34-1 Chappell Garden	A. Replace gutters	12,000	VA 34-1 Chappell Garden	A. Replace interiors	7,200
		B. Construct garbage can enclosures	11,000		B. Replace bathroom fixtures	12,000
		C. Replace bathroom fixtures	21,499		C. Replace flooring	18,000
		Subtotal	44,499		Subtotal	37,200

8. Capital Fund Program Five-Year Action Plan

				VA 34-7 Harrell & Western	A. Repair interiors	3,400
					B. Replace appliances	6,000
					Subtotal	9,400
				VA 34-8 Cross Creek	A. Repair interiors	3,800
					Subtotal	3,800
				VA 34-9 Indian Creek	A. Repair interiors	1,474
					B. Replace appliances	3,000
					Subtotal	4,474
				VA 34-11 Cross Creek	A. Repair interiors	2,800
					Subtotal	2,800
				VA 34-12 Cross Creek	A. Repair interiors	2,800
					Subtotal	2,800
Total CFP Estimated Cost			\$125,799			\$125,799

8. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan Part II: Supporting Pages—Work Activities					
Activities for Year: <u> 4 </u> FFY Grant: PHA FY: 2007			Activities for Year: <u> 5 </u> FFY Grant: PHA FY: 2008		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
HA Wide Operations	Housing Operations	25,150	HA Wide Operations	Housing Operations	25,150
	Subtotal	25,150		Subtotal	25,150
HA Wide Management Improvements	A. Staff training	7,785	HA Wide Management Improvements	A. Staff training	7,785
	B. Computer upgrades	7,785		B. Computer upgrades	7,785
	Subtotal	15,570		Subtotal	15,570
HA Wide Administration	Partial salary & benefits of staff involved in CFP	12,580	HA Wide Administration	Partial salary & benefits of staff involved in CFP	12,580
	Subtotal	12,580		Subtotal	12,580
HA Wide Fees & Costs	A/E Services	6,000	HA Wide Fees & Costs	A/E Services	6,000
	Subtotal	6,000		Subtotal	6,000
VA 34-1 Chappell Garden	A. Replace range hoods	10,000	HA Wide Non-dwelling Equipment	Maintenance vehicle	22,000
	B. Replace pressure reducing valves	10,000		Subtotal	22,000
	C. Replace flooring	46,499			
	Subtotal	66,499	VA 34-1 Chappell Garden	A. Replace windows	44,499
				Subtotal	44,499
Total CFP Estimated Cost		\$125,799			\$125,799

Capital Fund Program, 2003 Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Lee County Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No: VA36P034501-03 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 6/30/03 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	25,150		25,150	0
3	1408 Management Improvements	25,150		25,150	0
4	1410 Administration	12,580		12,580	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	6,000		6,000	0
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	23,350		12,000	0
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	33,569		0	0
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	125,799		80,880	0
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				

Capital Fund Program, 2003 Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Lee County Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No: VA36P034501-03 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 6/30/03 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	2,300		0	0

Capital Fund Program, 2003 Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Lee County Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No: VA36P034501-03 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA Wide Operations	Housing Operations	1406	LS	25,150		25,150	0	0% complete
	Subtotal			25,150		25,150	0	
HA Wide Management Improvements	Staff training	1408	LS	12,575		12,575	0	0% complete
	Computer upgrades	1408	LS	12,575		12,575	0	0% complete
	Subtotal			25,150		25,150	0	
HA Wide Administration	Partial salary & benefits for staff involved in CFP	1410	LS	12,580		12,580	0	0% complete
	Subtotal			12,580		12,580	0	
HA Wide Fees & Costs	A/E Services	1430	LS	6,000		6,000	0	0% complete
	Subtotal			6,000		6,000	0	

Capital Fund Program, 2003 Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Lee County Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No: VA36P034501-03 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
VA 34-1 Chappell Garden	A. Repair interiors	1460	9	6,750		6,750	0	0% complete
	B. Prepare site & start construction for Maintenance Building Expansion	1470	LS	33,569		0	0	0% complete
	Subtotal			40,319		6,750	0	
VA 34-7 Harrell & Western	A. Repair interiors	1460	1	750		750	0	0% complete
	B. Install range splash guards	1460	6	2,000		0	0	0% complete
	Subtotal			2,750		750	0	
VA 34-8 Cross Creek	A. Repair interiors	1460	6 units	3,750		3,750	0	0% complete
	B. Install flow control showerheads	1460	19	475		0	0	0% complete
	C. Install range splash guards	1460	19	6,650		0	0	0% complete
	Subtotal			10,875		3,750	0	
VA 34-9 Indian Creek	A. Repair interiors	1460	1 units	750		750	0	0% complete
	B. Install flow control showerheads	1460	5 units	125		0	0	0% complete
	C. Install range splash guards	1460	5 units	1,750		0	0	0% complete
	Subtotal			2,625		750	0	

Capital Fund Program, 2003 Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Lee County Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No: VA36P034501-03 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
VA 34-11 Cross Creek	Install flow control showerheads	1460	8 units	200		0	0	0% complete
	Subtotal			200		0	0	
VA 34-12 Cross Creek	Install flow control showerheads	1460	6 units	150		0	0	0% complete
	Subtotal			150		0	0	
	Grand Total			125,799		80,880	0	

Capital Fund Program, 2003 Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule

PHA Name: Lee County Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program No: VA36P034501-03 Replacement Housing Factor No:					Federal FY of Grant: 2003
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
VA 34-1	12/31/04	9/30/05		12/31/06	9/30/07		
VA 34-7	12/31/04	9/30/05		12/31/06	9/30/07		
VA 34-8	12/31/04	9/30/05		12/31/06	9/30/07		
VA 34-9	12/31/04	9/30/05		12/31/06	9/30/07		
VA 34-11	12/31/04	9/30/05		12/31/06	9/30/07		
VA 34-12	12/31/04	9/30/05		12/31/06	9/30/07		
HA Wide	12/31/04	9/30/05		12/31/06	9/30/07		

Executive Summary

The Lee County Redevelopment and Housing Authority is a small PHAS High-Performer agency located in Virginia. The LCRHA manages 92 units of public housing at six developments.

The mission of the LCRHA is:

The Lee County Redevelopment & Housing Authority aims to provide safe, quality and affordable housing in a suitable living environment without discrimination for low and very-low income families, persons with disabilities or the elderly and to promote self-sufficiency through economic opportunity.

The LCRHA will accomplish its mission ideals through its goals and objectives:

- Provide decent, safe and affordable housing for Lee County.
- Insure equal opportunity in housing for everyone.
- Promote self-sufficiency and asset development of financially disadvantaged families and individuals.
- Improve community quality of life and economic vitality.
- Increase resident participation through resident council and/or advisory committee.
- Provide timely response to resident requests for maintenance problems.
- Return vacated units with new residents within 20 days.
- Continue to enforce our “One Strike” policies for residents and applicants.
- Improve and/or maintain our financial stability through aggressive rent collections and improved reserve position.

The LCRHA’s financial resources include an operating fund, capital fund, dwelling rental income and Section 8 Administrative fees which will be used to operate the agency in the most cost effective means possible and still provide the services and activities for its residents.

The LCRHA has assessed the housing needs of Lee County and has determined that it is currently and will continue to meet the housing needs of the community to the extent practical for a very small agency. The LCRHA has approved a Deconcentration Policy and will utilize Local Preferences to attract and encourage applicants that can qualify for public housing. The LCRHA has determined that its housing strategy complies with the state of Virginia's Consolidated Plan

The LCRHA has updated and rewritten its Admissions and Continued Occupancy Plan, Dwelling Lease and Grievance procedures to comply with all QHWA requirements. The LCRHA has established a minimum rent of \$0.00 and developed new market value rents.

Executive Summary

The LCRHA has conducted a physical needs assessment to determine its modernization requirements and has developed an Annual and 5 year Action Plan to address its Capital Improvements.

The LCRHA participates with The Little 10 Housing Authorities of SW VA in an elderly service coordinator ROSS grant as well as a RSDM ROSS grant for the elderly. Our portion of these grants is used to help our elderly residents maintain a full, independent and rewarding lifestyle.

The LCRHA has no plans to demolish or dispose of any of its properties. The LCRHA has jointly addressed with the local police department to develop safety and crime prevention that adequately meets the needs of its residents.

The LCRHA has developed an agency wide Pet Policy that allows any family to have a pet if they follow a set of rules.

The LCRHA through its Homeownership Program provides the opportunity for low-income residents to become homeowners.

The LCRHA has certified that it has and will continue to adhere to all Civil Rights requirements and will affirmatively further fair housing. In addition, the LCRHA has included a copy of its most recent fiscal year audit reports as part of the documentation made available for public review during the 45 days prior to submission of LCRHA's Agency Plan to HUD on October 17, 2003.